

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 172
SEPTEMBER 7, 2016 – WORK SESSION**

**Public Works
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, September 7, 2016, at 9:00 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Richard M. Hannold, Chair** **Staff: Pam Dill**
 Jill Johnson, Member
 Helen Price Johnson, Member

Staff Present: Bill Oakes, Director, Bryant Mercil

Others Present: Elaine Marlow, Budget Director, Keith Higman, Health Services Director

Record @ 00:05

Public Works

Subject/Description: Freeland Sewer District Comprehensive Plan

Attachment: Memorandum dated 9/6/16 from Keith Higman, to BOCC/Memorandum dated 8/29/16 from Bill Oakes to BOCC

Action Requested: Freeland Water and Sewer District has submitted Amendment No. 2 to the 2005 Freeland Comprehensive Sewer Plan and Engineering Report/Facility Plan. Pursuant to the requirements of RCW 57.16.010, the Island County Health Director and the Island County Public Works Director reviewed and approved Amendment #2.

Follow up: Okay with full Board to move Amendment #2 of the 2005 Freeland Comprehensive Sewer Plan forward to schedule for public hearing.

Subject/Description: Island Regional Transportation Planning Organization Interlocal Agreement

Attachment: Memorandum dated 9/7/16 from Brian Wood, Transportation Planner, to BOCC

Action Requested: Approval to move forward with the Interlocal Agreement – Formation of Island Regional Transportation Planning Organization (IRTPO).

Follow up: Okay with full Board to move forward to a Tuesday consent agenda.

Subject/Description: Request to Evaluate Speed Limits on Lehman Road

Attachment: Memorandum dated 8/26/16 from Spencer Keane to BOCC/Petition

Action Requested: Public Works received a petition from citizens requesting reduced speed limits on Lehman Drive.

Follow up: Okay with full Board to move forward with engineering evaluation study.

Surface Water

Subject/Description: Pine Street Outfall

Attachment: Memorandum dated 8/24/16 from Keith Elefson, Construction Manager, to BOCC

Action Requested: Approval of County Drainage Project for the installation of supplemental drainage facilities near the intersection of Pine St. and Cedar St. Funding for project is 20% from roads (\$69,490.00) 80% from the CWU (\$277,960.00).

Follow up: Okay with full Board to move resolution forward to a Tuesday consent agenda.

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Trails

Subject/Description: Freeland Trail Segment 1 Rejection of Bid

Attachment: Memorandum dated 8/25/16 from Bryant Mercil, PW Engineer, to BOCC

Action Requested: ICPW received two bids, one from Pellco Construction, Inc. (PCI) and one from SRV Construction, Inc. ICPW has reviewed both bid proposals, found flaws in both proposals, and recommends the BOCC exercise its right to reject both bids and issue a new call for bids.

Follow up: Okay with full Board.

**Human Resources
Summary Minutes**

Work Session was held between the County Commissioners and Human Resources on Wednesday, September 7, 2016 at 9:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Melanie Bacon, Human Resource Director

Others Present: Elaine Marlow, Budget Director, Bill Oakes, Andrew Somers, Jennifer Wallace, Linda Kast Meehan

Record Part 2 @ 00:05

Subject/Description: Job Requisitions

Attachment: yes

Action Requested:

Public Works

- Solid Waste Attendant, 1.6 FTE, replacement, R-7 #2016-081
- Construction Engineer, replacement, NR-17 #2016-082
- Laborer, Oak Harbor Road Shop, replacement, R-8 #2016-083

Commissioner Johnson moved to approve Job Requisitions #2016-081, #2016-082 & #2016-083. The motion was seconded by Commissioner Price Johnson and carried unanimously.

Superior Court

- Office Assistant – CASA, replacement, C-8 #2016-077

Commissioner Johnson moved to approve Job Requisitions #2016-077. The motion was seconded by Commissioner Price Johnson and carried unanimously.

Juvenile Detention

- JDO, .5 FTE, replacement, C-9 #2016-079

Commissioner Johnson moved to approve Job Requisitions #2016-079. The motion was seconded by Commissioner Price Johnson and carried unanimously.

Prosecuting Attorney

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- DPA, replacement, TM 13 #2016-078 *Commissioner Price Johnson moved to approve Job Requisitions #2016-078. The motion was seconded by Commissioner Johnson and carried unanimously.*

Subject/Description: Contract 1845

Attachment: none

Action Requested: Postponed

Subject/Description: Superior Court Commissioners – Pay increase

Attachment: none

Discussion: The Board discussed a pay increase for Superior Court Commissioners.

Follow up: The Board instructed staff to look at how other counties are addressing the issue and consider bringing forward a resolution permanently tying court commissioner pay increases to the same salary schedule increases for the judges and judges pro tem. The Board would like the issue resolved by the end of the year.

Subject/Description: Civil Service Chief Examiner

Attachment: none

Discussion: Civil Service Chief Examiner position is changing on December 1 from Exempt to Non-Exempt. Melanie asked the Board to consider compensating the Chief Examiner for the hours worked during the time she was non-exempt, approximately \$2000.00.

Follow up: Melanie will look at the finding from the DRS with regard to the law librarian position and how he was compensated in order to determine the best course of action.

Subject/Description: Use of Credit Cards

Attachment: none

Discussion: The Board discussed the use of County Credit Cards for travel.

Follow up: Incorporate into the Personnel Policies and Procedures Manual language that states “Credit Cards may be used for travel when specifically authorized by the Department Head or Elected Official.

**Sheriff
Summary Minutes**

Work Session was held between the County Commissioners and the Sheriff on Wednesday, September 7, 2016 at 10:25 a.m., in the Island County Annex Building, Commissioners’ Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Wylie Farr, Deputy Eric Bingham

Others Present: Elaine Marlow, Budget Director

Record Part 3 @ 00:35

Subject/Description: Intrastate Compact

Attachment: Intrastate Compact

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Action Requested: Approval of Intrastate Compact between Island County Sheriff/Jail and Department of Corrections; allows Island County the ability to send pre-sentence inmates to a DOC facility for housing and care.

Follow-up: Bring back for further discussion and clarification at a future work session.

**Human Services
Summary Minutes**

Work Session was held between the County Commissioners and Human Services on Wednesday, September 7, 2016, at 10:45 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: **Richard M. Hannold, Chair** **Staff: Pam Dill**
 Jill Johnson, Member
 Helen Price Johnson, Member

Staff Present: Jackie Henderson, Director, Lynda Richards, Skye Newkirk

Others Present: Elaine Marlow, Budget Director

Record @ 21:19

Subject/Description: Opioid Outreach Worker Proposal

Attachment: proposal

Information: Skye Newkirk briefed the Board on the proposal for an Opioid Outreach Worker funded through a block grant from NSBHO.

Subject/Description: Contract with the ARC of Washington State

Attachment: contract

Action Requested: Approval of contract with the ARC of Washington State to allow Parent to Parent outreach and referral for families of individuals with developmental disabilities; Contract Amount: \$1,840.00; Contract Period: 7/1/16-6/30/17

Follow up: Okay with full Board to move forward to a Tuesday consent agenda.

Subject/Description: Contract Amendment No. 1 with North Sound Mental Health Administration

Attachment: contract amendment

Action Requested: Approval of contract amendment No. 1 with North Sound Behavioral Health Organization and Island County; Amendment Amount: \$56,124.00, for a maximum consideration of \$316,821.00; Term of Contract: 1 year

Follow up: Okay with full Board to move forward to a Tuesday consent agenda.

Subject/Description: Contract Amendment No. 2 with Opportunity Council

Attachment: contract amendment

Action Requested: Approval of contract amendment No. 2 with Opportunity Council; Amendment Amount: \$97,039.00; Contract Period; 7/1/16-6/30/17

Follow up: Okay with full Board to move forward to a Tuesday consent agenda.

**Health Department
Summary Minutes**

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 176
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Work Session was held between the County Commissioners and the Health Department on Wednesday, September 7, 2016, at 11:13 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Keith Higman, Director, Kathleen Parvin, Jill Wood

Others Present: Elaine Marlow, Budget Director

Record @ 47:05

Administration

Subject/Description: WA State Department of Health – C17111: Consolidated Contract

Attachment: Amendment No. 9

Action Requested: Approval of Amendment No. 9 to the Consolidated contract; adds statement of work to the Emergency Preparedness & Response, Maternal & Child Health Block Grant, WIC Nutrition Program; increase of \$125,306.00 for a revised maximum consideration of \$1,615,292.00.

Follow up: Okay with full Board to move forward to a Tuesday consent agenda.

Record @ 58:21

Environmental Health

Subject/Description: Craft3 and regional loan program conversation (cont from 8/17/16)

Attachment:

Information: Kathleen Parvin discussed with the Board transitioning to a regional loan program with Craft3.

The Board had some questions about refinancing of the current loans as well as the transition process. Staff will clarify with Craft3 and inform the Board on how they will move forward.

Follow up: The full Board was in favor of moving forward with Craft3.

**Department of Natural Resources
Summary Minutes**

Work Session was held between the County Commissioners and the Department of Natural Resources on Wednesday, September 7, 2016 at 11:20 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

County Commissioners: Richard M. Hannold, Chair
Jill Johnson, Member
Helen Price Johnson, Member

Staff: Pam Dill

Staff Present: Keith Higman, Director, Lori Clark, Jill Wood

Record @ 53:41

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 177
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Subject/Description: Coastal Geologic Services – Iverson Preserve and Livingston Bay

Attachment: Amendment No. 1

Action Requested: Approval of Amendment No. 1 between Island County and Coastal Geologic Services, Inc.; amendment modifies the Scope of Work and reduces the Budget

Follow-up: Okay with full board to move forward to a Tuesday consent agenda.

Subject/Description: Joint Funding Agreement with US Geological Survey – Iverson Preserve and Livingston Bay

Attachment: Agreement No. 16WNWA30051

Action Requested: Approval of Funding Board Project Agreement for Iverson Preserve Stakeholder Integration.

Follow-up: Okay with full board to move forward to a Tuesday consent agenda.

Commissioners Agenda
Summary Minutes

The County Commissioners met during Work Session on Wednesday, September 7, 2016 at 11:30 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

County Commissioners: **Richard M. Hannold, Chair**
 Jill Johnson, Member
 Helen Price Johnson, Member

Staff: Pam Dill

Others Present: Elaine Marlow, Budget Director

Record Part 3 @ 01:30

Subject/Description: Letter of support for Sea Mar Community Health Center

Attachments: yes

Action Requested: Approval of a letter of support for Sea Mar Community Health Centers' efforts to expand dental services in Island County.

Commissioner Johnson moved to approve a letter supporting SeaMar Community Health Centers' efforts to expand dental services in Island County. The motion was seconded by Commissioner Price Johnson and carried unanimously.

EXECUTIVE SESSION

Commissioner Hannold announced that the Board would adjourn and meet in Executive Session at 1:00 p.m. in the Commissioner's Conference Room #218 as allowed under RCW 42.30.110(1)(g) to review the performance of a public employee. The Executive Session is expected to last 1 ½ hours with no announcement in open public session.

At 11:45 a.m. the Board adjourned until 1:00 p.m.

At 1:00 p.m. the Board reconvened the adjourned meeting and immediately went into Executive Session. At 2:30 p.m., upon conclusion of the Executive Session, the Board adjourned.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 178
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BOARD OF COUNTY COMMISSIONERS
ISLAND COUNTY, WASHINGTON

Richard M. Hannold, Member

Jill Johnson, Member

Helen Price Johnson, Member

ATTEST:

Debbie Thompson, Clerk of the Board